

***Instructions for Superfund Basic Research Program  
Annual Request for Project and Core Updates  
Due: December 15, 2004***

**Submit** information electronically, in either MS Word or WordPerfect, to Kathy Ahlmark at [ahlmark@niehs.nih.gov](mailto:ahlmark@niehs.nih.gov). Both PC and Mac submissions are acceptable.

**Fax** the completed **Checklist** and any pages on which you have noted changes to Kathy Ahlmark at 919-541-4937 or 919-541-2843.

**Contact** Beth Anderson if you have any questions at 919-541-4481 or [tainer@niehs.nih.gov](mailto:tainer@niehs.nih.gov)

***List of Data Requested:***

- 1) Highlights for 2004
- 2) Progress updates for **each** research project and **each** core
- 3) Patent updates
- 4) Superfund sites updates
- 5) Contact information updates
- 6) Updates or nominations for "Success Stories" highlighted on the SBRP website
- 7) Updates on SBRP-funded students

## ***Instructions/Criteria for Submittal:***

- 1) Highlights for 2004** – please review your program's progress over the last year and submit brief summaries for one or two projects that you believe made the most significant contributions to the SBRP. Please consider biomedical, non-biomedical and outreach projects.

For ***each*** Highlight, submit a short description of the project:

- A. Limit description to 500 – 750 words.
- B. Use language that is easily understandable to the educated public and avoid using jargon.
- C. Describe the research problem being addressed and the significance of the issue.
- D. Describe the advancement or accomplishment. Please explain the uses or benefits of the technological or research advance, and briefly discuss, as applicable, how the project has:
  - Impacted public health or has the potential to impact public health
  - Contributed to the body of scientific information
  - Influenced decision-making processes at a Superfund site or on a local, state, or federal level
  - Reduced uncertainty in the risk assessment process
  - Resulted in the formation or strengthening of interactions between your researchers or outreach personnel and federal, state, or local health or environmental agencies
  - Improved remediation strategies or processes
  - Been applied in a remediation or research application, or is ready for demonstration or application

E. For non-biomedical projects, as applicable, include specific information on:

- Federal, state, tribal, local, or private hazardous waste sites where the innovative analytic methods, fate and transport modeling or remediation technologies have been or demonstrated.
- The quantitative or qualitative benefits of the research application in terms of reduction in volume or toxicity, lower clean up levels, reduced costs, etc.

F. For biomedical projects, in order to demonstrate impact beyond publication in a scientific journal, as applicable, include specific information on:

- Evidence of a “seminal publication” including citations in other publications or a paper serving as the basis of national international symposia.
- Feedback from international, federal, state, local or private agency/stakeholder on the use of the research to stimulate science advancement, reduce uncertainty in hazardous site risk assessment /risk management decision-making, etc.
- Application of the research advance in risk assessments
- Application of the research advance in as analytical tools in laboratory or epidemiology research programs
- Application of the research advancement by your program or other laboratories as the foundation for further research – leading to “expected” or “unexpected” outcomes

G. For outreach projects, as applicable, include specific information on:

- How the outreach assistance to local communities that contributed to local understanding /participation/ decision-making
- Specific sites and public health issues addressed
- Responses back from tribes/communities served
- Information on participation in local community advisory groups

- Estimates of the number of people served by SBRP-supported outreach programs

**2) Progress updates for *each* research project and *each* core**

- A. Limit each progress update to 200 – 500 words.
- B. Use language that is easily understandable to the educated public and avoid using jargon.
- C. Prepare an update for each project and each core – *including the administrative core*.
- D. Provide a brief description of the progress from each project and core.
- E. Omit all proprietary information.
- F. Emphasize the *advances* in 2004 and the *significance* of the research.

**3) Patent updates** – please confirm/correct previously collected information and provide additional information as appropriate. Tables listing the patents pending and granted (by program) are available for download as an MS Word file at:

<http://www-apps.niehs.nih.gov/sbrp/Program2000/annual-instructions.cfm>

Send a fax noting all corrections and additions **or** use Track Changes (Redline/Strikeout) to revise the document and submit your revisions electronically. Please note on the Checklist whether you submitted the information via fax or electronically.

**4) Superfund sites updates** – please confirm/correct previously submitted information and provide additional information as appropriate. Tables presenting Superfund site information are available (by program) for download as MS Word files at:

<http://www-apps.niehs.nih.gov/sbrp/Program2000/annual-instructions.cfm>

For each hazardous waste site where your program is/has conducted SBRP-funded research, please provide information about whether the work is completed or on-going, and the type/level of research conducted at the sites. Category codes are listed on each table.

As you know, the SBRP has undertaken a project to document the types of research the Program has funded at hazardous waste sites and its utility for state and federal environmental agencies. It is extremely important to the success of this project that we have complete, accurate information to begin our work.

Send a fax noting all corrections and additions **or** use Track Changes (Redline/Strikeout) to revise the document and submit your revisions electronically. Please note on the Checklist whether you submitted the information via fax or electronically.

**5) Contact information updates** – please confirm/correct previously submitted information and provide additional information as appropriate.

A. A table listing the Principal Investigator, Program Administrator, and Government Liaison for each program is available for download as an MS Word file at:

<http://www-apps.niehs.nih.gov/sbrp/Program2000/annual-instructions.cfm>

B. Tables with complete contact information for SBRP-funded personnel (by program) are available for download as MS Word files at:

<http://www-apps.niehs.nih.gov/sbrp/Program2000/annual-instructions.cfm>

Send a fax noting all corrections and additions **or** use Track Changes (Redline/Strikeout) to revise the documents and submit your revisions electronically. Please note on the Checklist whether you submitted the information via fax or electronically.

**6) Updates or nominations for "Success Stories" highlighted on the SBRP website** – the new SBRP website has a section entitled "Research and Technology Advances". See:

<http://niles.niehs.nih.gov/sbrp2/products/products2.cfm>

Please take a moment to look at these pages and let us know if any of the information needs to be updated, or if you would like to nominate "Success Stories" from your program to be added to the website.

Include a brief summary of your comments with your other updates and the SBRP staff will contact you to follow-up on your suggestions.

**7) Updates on SBRP-funded students** – The SBRP is interested in tracking the progress and contributions of the students we fund. As a beginning, we would like to collect the following information for your recent graduates:

- Titles of Master's theses and doctoral dissertations
- Information on the students' first position following graduation, whether it is continuation of their training (Ph.D. program or Post-Doc) or entry into an academic or non-academic professional position.